

St Andrew's Church, Hurstbourne Priors

**Annual Report
and
Financial Statements
of the
Parochial Church Council**

for the year ended 31st December 2010

Incumbent

Canon Martin Coppen
The Vicarage
St Mary Bourne
Andover

Bank

National Westminster Bank
Andover Branch
Chantry Centre
Andover

Independent examiner

Mr Les Burrows
27 Hurstbourne Priors
Whitchurch
Hampshire

St Andrew's Church - Annual Report for 2010

Administrative information

St Andrew's Church is situated in the village of Hurstbourne Priors, near Whitchurch, Hampshire. It is part of the Diocese of Winchester within the Church of England. The Parish of St Andrew's, Hurstbourne Priors forms part of the United Benefice of Hurstbourne Priors, Longparish, St Mary Bourne and Woodcott. Canon Martin Coppen, Vicar of the United Benefice, is assisted by Revd Terry Hemming and Revd Dodie Marsden is Benefice Assistant Priest.

The Parochial Church Council (PCC) is a charity excepted from registration with the Charity Commission.

PCC members who have served from 1st January 2010 until the date this report was approved are:

Incumbent

Canon Martin Coppen Chairman

Churchwardens

Mr Philip Chalk
Mr Oliver Colman

Elected members

Dr Gerry Bye Secretary and Gift Aid Secretary (retired as Secretary July 2010)

Mr Charles Ekins
Mrs Jean Chalk
Mr Jeremy Goad Deanery Synod Representative

Mrs Lois Jones
Mrs Precelly Murray
Mr Mark Sorby Secretary from July 2010; resigned February 2011

Mrs Fenella Williams Acting Treasurer
Mr Mark Williams Elected April 2010

Ex-Officio

The Revd Terry Hemming

Electoral Roll Officer - Mrs Anna Bye

Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

The Standing Committee is the only committee required by law and is composed of the Vicar, two Churchwardens, the Secretary and the Treasurer. It met once in 2010 to approve expenditure for the repairs to the Church building required by the Quinquennial inspection.

Objectives and Activities

St Andrew's PCC has the responsibility of co-operating with the Incumbent, Canon Martin Coppen, in promoting, in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the church and churchyard of St Andrew's, Hurstbourne Priors, near Whitchurch, Hampshire.

Achievements and Performance

Church attendance

There are 28 (23) parishioners on the Church Electoral Roll of whom 22 are resident and 6 non-residents in the parish. The average Sunday attendance in 2010 was 25 (18). This number is greatly increased at festivals: Easter 54 (44), Christmas Day 70 (50) and the Carol Service 66 (39). The Family Service continued to be well supported with an average attendance of 24 (20). Figures for 2009 are shown in brackets.

In 2010, 6 (3) baptisms, 3 (1) marriages and 2 (1) funerals took place at St Andrew's.

Review of the year

The PCC met five times in 2010. The average attendance was 68%.

In July, with regret, the resignation of Dr Gerry Bye as Hon Secretary was accepted and a letter of appreciation was sent to thank him for many years of service on the PCC, also recognising the support given to him by Mrs. Anna Bye.

A flag of St George was given to the church by Mrs Gina Yates, together with a generous donation to the Fabric Fund, to mark the 50th year of her marriage to the late Ken Yates, a former Church Warden.

In August members of the PCC and their wives/husbands much enjoyed the hospitality given by the Revd Terry and Mrs Ruth Hemming when they met for drinks in the garden of the Rectory in Longparish.

The PCC discussed holding an ecumenical service at St Andrew's. The feeling was generally in favour of the idea, but more time was needed for planning and consulting with other denominations.

Following the Benefice Ages and Stages course, the PCC supported the proposal that a Children's Bible should be given to the parents of every child being baptised in the Benefice.

Produce from the Harvest Festival in October was once again taken to the Andover Food Bank. The Harvest Supper was well attended and some parishioners from Longparish and St Mary Bourne were also welcomed.

Postcards of a view of the viaduct at the north of the Parish are being sold in aid of the Fabric Fund. It is hoped to produce Christmas cards showing a photograph of St Andrew's which will be on sale for next year.

All the repairs needed following the Quinquennial inspection in March 2009 have been carried out as follows:

1. The wooden vertical access ladder giving access to the tower roof had become unsafe and in urgent need of replacement. A new steel ladder with safety hoops was installed by Whites of Appleton, Bell Hangers Ltd in order that the ladder did not interfere with the ringing of the Tenor bell.
2. The repair of the brick rainwater channel at the east end of the church.
3. Pointing of the brickwork and flint work where necessary including the joints in the buttress on the south side of the chancel.
4. Repair to the rendering on the west wall of the Vestry.
5. Removal of moss and replacement of slipped and broken tiles on the roof

During the course of the annual maintenance and inspection of the bells by Whites of Appleton, it was necessary to rebush three of the clappers.

Much thought has been given to the tidying and condition of the churchyard and, before the first cut of the grass in spring (2011), a working party of volunteers is planned to clear debris and ivy and prune

and strim where necessary. There were discussions about replacing the dilapidated post and rail fence surrounding the churchyard extension with a similar post and rail fence, but this would only be possible if a grant was available.

Financial Review

Total receipts on ordinary unrestricted funds were £16,700 and are detailed in the Financial Statements attached to this report.

£18,210 was spent to provide the Christian ministry from St Andrew's Church, including the contribution to the diocesan parish share, which largely provides the stipends and housing for the clergy. The sum that the Churches in the Deanery have to find is shared between the Churches according to a formula that is based mainly on a head count of the congregations.

There are 13 Gift Aid donors.

Reserves Policy

It is the policy of the PCC to maintain a balance on unreserved funds of £2,000 as a contingency against unforeseen situations that may arise from time to time. The balance of £1,900 at the year end is just short of this target. It should be noted that £1,400 Parish Share for 2010 and a Gift Aid tax refund of £2,000 remain outstanding.

The balance of £2,510 in the restricted Fabric Fund belongs to the Font Fund which the PCC plans to put towards improving the area around the new font. The costs of the Quinquennial repairs were met from the Fabric Fund and with donations and a grant.

The restricted Bell Fund is for the repair and maintenance of the bells.

The Post Office account is a restricted fund to be used at the discretion of the Churchwardens for one-off projects to enhance the fabric of the church. It was last used in 1999 for new hassocks.



**Approved by the PCC
and signed on their behalf by Canon Martin Coppen, Chairman**

St Andrew's, Hurstbourne Priors

FINANCIAL STATEMENT FOR THE YEAR ENDED 31st December 2010

PCC RECEIPTS AND PAYMENTS ACCOUNT

	2010		2009	
	£	£	£	£
RECEIPTS				
<i>Incoming resources from donors</i>				
Planned giving	2,160		2,050	
Gift Aid Donations	430		10	
Collections and other giving	4,900		5,360	
Income tax refunds	<u>1,990</u>		-	
		9,480		7,420
<i>Other voluntary incoming resources</i>				
Donations	1,500		1,260	
Fireworks	170		330	
May Fair	4,500		3,200	
Harvest Supper	<u>210</u>		<u>140</u>	
		6,380		4,930
<i>Fees</i>		790		560
<i>Income from charitable or ancillary trading</i>				
Church history books		40		30
<i>Restricted Receipts</i>				
Churchyard	30		220	
Flower Fund	<u>30</u>		<u>60</u>	
		60		280
<i>Insurance claim</i>				
Total Receipts		16,750		13,220
PAYMENTS				
<i>Donations</i>		-		70
<i>Activities directly relating to the work of the Church</i>				
Parish Share ¹	14,000		7,000	
Church running expenses ²	1,580		1,670	
Clergy and Benefice expenses	640		600	
Maintenance and repair of fabric	50		520	
Insurance	1,650		1,630	
Organ	220		190	
Fees	-		<u>40</u>	
		18,140		11,650
<i>Church Management and Administration</i>				
Hire of Village Hall			20	
Stationery			30	
Deanery Synod subscription	30		-	
Bank charges	<u>40</u>		<u>40</u>	
		70		90

¹ Figure includes £3,581 paid in 2010 towards 2009 Share.

² Heating, electricity, churchyard maintenance and cleaning.

<i>Miscellaneous</i>	-		80
Total Payments		18,210	11,890

Excess of Receipts over Payments		-1,460	1,330
Bank Accounts at 1 January 2010		2,360	2,030
Bank Accounts at 31 December 2010		1,900	3,360

Bell Restoration Fund Account - Restricted Fund

RECEIPTS

Incoming resources from donors

Bellringers	150		270	
Donations	70		30	
Fees	<u>50</u>		<u>10</u>	
		270		310

Income from investments (Bank Interest) -

Total Receipts **310**

PAYMENTS

Maintenance	370		170	
Bank charges	<u>40</u>		<u>40</u>	
		<u>410</u>		<u>210</u>

Total Payments **210**

Excess of Receipts over Payments		-140	100
Bank Account at 1 January 2010		1,310	1,210
Bank Account at 31 December 2010		1,170	1,310

Friends of St Andrew's Account - Restricted Fund (Fabric fund)

RECEIPTS

Incoming resources from donors

Donations	1,530		500	
Gift Aid donations	<u>490</u>		<u>150</u>	
		2,020		650

Income from ancillary trading

Pictures, Tea Towels and Postcards		40	-	
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Quinquennial repairs

Grant	1,000			
Gift Aid donations	<u>800</u>			
		<u>1,800</u>		

Total Receipts **3,860** **650**

PAYMENTS

Fabric (Quinquennial repairs)	6,470		160	
Churchyard walls	-		2,230	
Font	-		-	
		6,470		2,390
Bank charges		40		40

Total Payments	6,510	2,430
Excess of Receipts over Payments	-2,650	-1,780
Bank Account at 1 January 2010	5,160	6,940
Bank Account at 31 December 2010	2,510	5,160

Post Office Account - Restricted

Receipts		
Interest	10	10
Excess of Receipts over Payments	10	10
PO Account at 1 January 2010	2,880	2,870
PO Account at 31 December 2010	2,890	2,880

Statement of Assets and Liabilities at 31 December 2010

	PCC Account	Bell Fund (restricted)	Friends Account (restricted)	PO Account (restricted)
Monetary Assets				
Bank Accounts	1,900 (Of which £60 is restricted)	1,170	2,510	2,890
Gift Aid claim	2,000 (e)	-	200 (e)	-
Liabilities				
Parish Share	1,400			

TOTAL CASH IN ALL ACCOUNTS £8,470 (£1,900 unrestricted and £6,560 restricted)

2009 - £12,710 (£3,290 unrestricted and £9,420 restricted)

Independent Examiner's Report to the PCC of St Andrew's, Hurstbourne Priors

This report on the accounts of the PCC for the year ended 31st December 2010, which are set out on pages 5 - 7, is in respect of an examination carried out under Regulation 3(3) of the Church Accounting Regulations 1997 to 2001 ('the Regulations') and s.43 of the Charities Act 1993 ('the Act').

Respective responsibilities of the PCC and the examiner

As members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirement of Regulation 3(3) and section 43(2) of the Act do not apply. It is my responsibility to issue this report on those accounts in accordance with the terms of Regulation 25.

Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 43(7)(b) of the Act and to be found in the Church guidance, 2001 edition, issued by the Finance Division of the Archbishops' Council. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 41 of the Act; and
 - to prepare accounts which accord with the accounting records and comply with the requirements of the Act and the Regulations have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Mr L P Burrows
27 Hurstbourne Priors
Whitchurch
Hants